

SD-EDGG Meeting

DATE:	Monday, October 6, 2014 (In Person)	TIME:	10:00 a.m. – 12:30 p.m.
LOCATION:	MacKay Building, Library Commons	FACILITATOR:	Mary Stadick-Smith
PARTICIPANTS:	SD-EDGG Delegates, Alternates, and Non-Voting Members	SECRETARY:	Judy Merriman
HANDOUTS:	<ol style="list-style-type: none"> 1. Agenda 2. Agenda PowerPoint 3. Minutes from Prior Meeting 4. Proposal to the Group: Approving Meeting Minutes (In Agenda) 5. Data Source Subgroup – Collection Calendar 6. Data Quality Subgroup – Standards Matrix 7. K12 Research Questions 8. Proposal to the Group: Approve K12 Research Questions (In Agenda) 9. Proposal to the Group: Process for Approving Research Requests (In Agenda) 10. Enhancement Request Form – NCSC 11. Proposal to the Group: Approve Request to Load NCSC Data into SD-STARS (In Agenda) 12. Enhancement Request Form – National Student Clearinghouse 13. Proposal to the Group: Approve Request to Load NSC Data into SD-STARS (In Agenda) 14. Enhancement Request Form – Dual Credit 15. Proposal to the Group: Approve Request to Load Dual Credit Data into SD-STARS (In Agenda) 16. Enhancement Request Form – DIBELS from VPort 17. Proposal to the Group: Approve Request to Load DIBELS Data from VPort into SD-STARS (In Agenda) 18. Enhancement Request Form – NWEA MAPS 19. Proposal to the Group: Approve Request to Load NWEA MAPS Data into SD-STARS (In Agenda) 20. Proposal to the Group: Process for Approving Enhancement Requests (In Agenda) 21. STARS Connection Newsletter 22. SLDS Data Use Standards – Knowledge, Skills, and Professional Behaviors for Effective Data Use 		
NOTES:	All handouts can be found in either this agenda or the SharePoint site under Meetings/141006Meeting no later than the morning of the meeting		
WEBINAR INFO:	<p>Webinar: https://meet.lync.com/southdakotastateof/marcus.bevier/S81VKPKP Call In: 1+ 8664108397 Participant Code: 1164276259</p> <p>*SDDOE switched webinar software from Microsoft Live Meeting to Microsoft Lync. You may want to access the webinar a bit ahead of time in order to manage any technical issues.</p>		

AGENDA

TIME	LEAD PERSON	TOPIC	DESIRED OUTCOME
10:00-10:05 AM	Mary Stadick-Smith	<ul style="list-style-type: none"> • Call of Meeting to Order • Roll Call of Members • Review of Agenda 	<ul style="list-style-type: none"> • Greetings exchanged • Attendance taken • Review of agenda items
10:05-10:10 AM	Mary Stadick-Smith	<ul style="list-style-type: none"> • Last Meeting Minutes 	<ul style="list-style-type: none"> • Changes shared and addressed • Minutes approved (motion below)
SUBGROUP REPORTS			
10:10-10:30 AM	Sara Kock	<ul style="list-style-type: none"> • Report Subgroup 	<ul style="list-style-type: none"> • Work described • Actions taken • Statuses of reports provided • Questions answered
10:30-10:50 AM	Marcus Bevier	<ul style="list-style-type: none"> • Data Sources Subgroup 	<ul style="list-style-type: none"> • Work described • Actions taken • Questions answered
10:50-11:10 AM	Mary Stadick-Smith	<ul style="list-style-type: none"> • Data Quality Subgroup 	<ul style="list-style-type: none"> • Work described • Actions taken • Questions answered
11:10-11:20 AM	Tami Darnall	<ul style="list-style-type: none"> • Data Security Subgroup 	<ul style="list-style-type: none"> • Work described • Actions taken • Questions answered
OLD ITEMS			
11:20-11:50 AM	Sara Kock Marcus Bevier	<ul style="list-style-type: none"> • K12 Research Questions • Research Request Process 	<ul style="list-style-type: none"> • Questions reviewed and approved • Process to handle future research requests determined (motion below)
NEW ITEMS			
11:50-12:00 PM	Tiffany Sanderson	<ul style="list-style-type: none"> • National Student Clearinghouse Post-Secondary Data • National Career Readiness Certificate (NCRC) Data • Dual Credit Data 	<ul style="list-style-type: none"> • Enhancement requests described • Acceptance determined (motion below)
12:00-12:10 PM	Sara Kock Marcus Bevier	<ul style="list-style-type: none"> • MAPS Assessment • DIBELS Assessment from VPort 	<ul style="list-style-type: none"> • Enhancement requests described • Acceptance determined (motion below)
12:10-12:25 AM	Sara Kock Marcus Bevier	<ul style="list-style-type: none"> • Future Enhancement Requests 	<ul style="list-style-type: none"> • Process to handle future enhancements determined (motion below)
WRAP-UP			
12:25-12:30 PM	Mary Stadick-Smith	<ul style="list-style-type: none"> • Concerns and Issues • Next Steps • Next Meeting 	<ul style="list-style-type: none"> • Concerns and issues addressed • Adjourn meeting

SUBGROUP MEMBERS

	SD-STARS REPORT	DATA SOURCES	DATA QUALITY	DATA SECURITY
DOE	Linda Turner Ann Larson Becky Nelson	Steve Fiechtner Tiffany Sanderson Daria Bossman	Jan Martin Mary Stadick-Smith Shawn Behrends	Judy Merriman Carla Leingang Tami Darnall
LEA	Karen Wagner Karen Byrd Jim Block (new)	JoNell DeHaan Ryan Speed Joel Price	Gay Pickner Cora Petersen Marge Hauser	Dan Swartos Troy Wiebe Becky Guffin

MOTIONS

Proposal to the Group: Approving Meeting Minutes

The South Dakota – Education Data Governance Group approves of the meeting minutes from August 2014 with no (further) corrections.

Proposal to the Group: Approving K12 Research Questions

The South Dakota – Education Data Governance Group approves the K12 research questions and agrees that the SD-EDGG encourages the Department to cooperate with any research requests that attempts to answer these questions. Future additions to these research questions will come before the SD-EDGG for vetting and approval.

Proposal to Group: Approve Research Request Process

OPTION #1: The full South Dakota – Education Data Governance Group

The Group approves that all STARS Research will go through the South Dakota – Education Data Governance Group. This would be added as a standing item for meeting agendas. The requestor or a representative of the requestor will need to attend either virtually or in person to present their request to the Group. The Group's approval will require simple majority by a quorum of members. However, ultimately, the Executive Sponsor has final determination over all decisions, including votes resulting in a tie.

OPTION #2: Establishing a Research Request Subgroup

The Group will establish a Research Request Subgroup made up of three representatives from SDDOE and three representatives from LEAs. This would be in addition to their regular duties as previously assigned. The Subgroup is tasked with: approving/denying Research Requests as they are submitted. In addition, revising rules and creating request forms is a responsibility of this subgroup. The Subgroup will meet as needed and will report back to the SD-EDGG their workings and progress. The Subgroup will also establish a lead, who will be responsible for coordinating meetings and reporting out.

OPTION #3: South Dakota – Education Data Governance Group: No Action

The Group approves that SD-EDGG will assume no responsibility for approving or denying researcher requests for data.

Proposal to the Group: Approving the Load of National Student Clearinghouse

The South Dakota – Education Data Governance Group approves loading National Student Clearinghouse data into SD-STARS.

Proposal to the Group: Approving the Load of National Career Readiness Certificate

The South Dakota – Education Data Governance Group approves loading National Career Readiness Certificate data into SD-STARS.

Proposal to the Group: Approving the Load of Dual Credit

The South Dakota – Education Data Governance Group approves loading Dual Credit data into SD-STARS.

Proposal to the Group: Approving the Pursuing the Load of DIBELS data from VPort

The South Dakota – Education Data Governance Group approves loading DIBELS data from VPort into SD-STARS.

Proposal to the Group: Approving the Pursuing the Load of NWEA MAPS data

The South Dakota – Education Data Governance Group approves loading NWEA MAPS data into SD-STARS.

Proposal to the Group: Approving the Process for Approving Enhancement Requests

OPTION #1: The full South Dakota – Education Data Governance Group

The Group approves that all STARS Enhancement Requests will go through the South Dakota – Education Data Governance Group. This would be added as a standing item for meeting agendas. The requestor or a representative of the requestor will need to attend either virtually or in person to present their request to the Group. The Group's approval will require simple majority by a quorum of members. However, ultimately, the Executive Sponsor has final determination over all decisions, including votes resulting in a tie.

OPTIONS #2: The STARS Report Subgroup

The Group approves that all STARS Enhancement Requests will go through the STARS Report Subgroup. This would be in addition to their regular duties as previously assigned.

OPTION #3: Establishing a STARS Enhancement Subgroup

The Group will establish the STARS Enhancement Subgroup made up of three representatives from SDDOE and three representatives from LEAs. The Subgroup is tasked with: approving STARS enhancement requests, including new data sources. The Subgroup will meet as needed and will report back to the SD-EDGG their workings and progress. The Subgroup will also establish a lead, who will be responsible for coordinating meetings and reporting out.